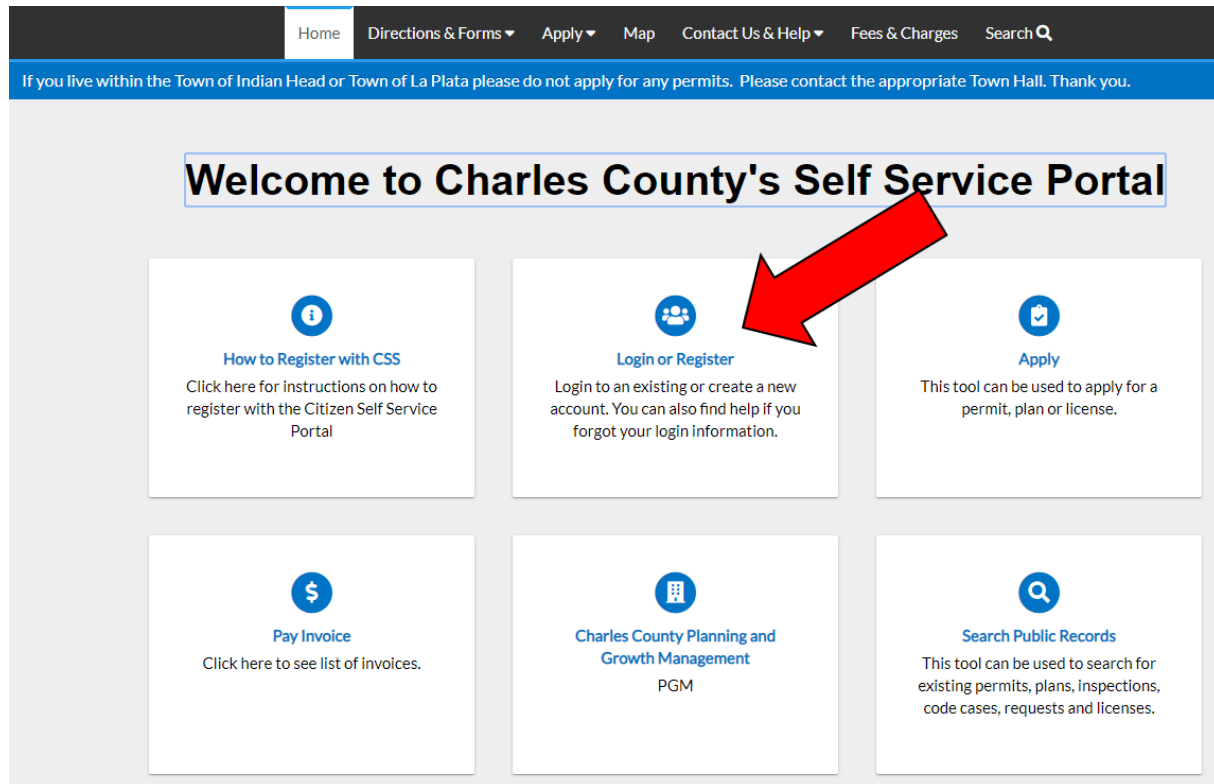




**Charles County Government**  
**Department of Planning and Growth Management**  
Phone: 301-645-0692 Email: PGMAdmin@CharlesCountyMD.gov  
www.CharlesCountyMD.gov/PGM/CPIS/Permits

## How to Register on the Citizen Self Service Portal

**Step 1:** On the CSS Home screen, click on the "Login or Register" button.



**Step 2:** Click on the blue "Register" button on the lower right.

Home Apply Map Search Calendar Charles County PGM Fees & Charges Help

**Log In**

\* Username

\* Password

Remember Me ☐

[Log In](#) [Register](#)

[Forgot your password?](#)  
[Switch jurisdiction?](#)

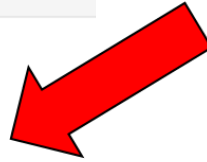
**Step 3:** Enter your email address and click "Next".

### Registration

Step 1 of 3: Email Address

Email

Next



**Step 4:** Check your email inbox for an email from noreply-Land@charlescountymd.gov. Click on the confirm link in your email to complete the registration process. Do not return to your original registration page.

To: Sally Abbe;

Action Items

+ Get more apps

You are receiving this automated e-mail based on an user registration request that we received for the Citizen Self Service tool for our jurisdiction. The purpose of this confirmation is to validate the e-mail address that was provided in the initial user registration process is the correct e-mail address for your user account. Please click the link below to continue to the next step of the user registration process.

[Confirm](#)



**Step 5:** Click register to continue the registration process. You will only have to register one time.

### Registration

Step 2 of 3: Email Address

Your e-mail address is your username.

Email sabbe@mail.ci.lubbock.tx.us

Back

Register



**Step 6:** To complete the registration, you will need to provide some additional information and create a password. Only the fields that have red asterisks are required. After all required fields have been completed click "Submit" to complete the registration. Once completed you will be informed your account is active and ready to be used. Now you can Log In and submit a permit or plan review application.